



TOWN OF FREDERICK

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Town of Frederick Adopt-a-Place Program

Program Purpose

The Town of Frederick Adopt-a-Place Program is meant to provide service opportunities for entities wishing to contribute to the beautification and unity of the Frederick community. This program is designed to accommodate participants from for-profit and not-for-profit entities.

Terms and Conditions

1. Participants in the adopting group (hereinafter referred to as the "GROUP") agree to obey and abide by all laws and regulations relating to safety and such other terms and conditions as may be required by the Town of Frederick or its representatives (hereinafter referred to as the "TOWN").
2. GROUP shall furnish supervision of all participants under the age of 16 by two or more adults.
3. **Participants acknowledge that the TOWN is not liable in any way for any injuries that might occur during cleanup work.**
4. If adopting a section of right-of-way, the GROUP shall adopt a section that is at least 5000 feet long, unless the TOWN determines a shorter section is in the best interest of the TOWN. Priority will be given to non-residential streets.
5. Adoption period shall be for one (1) year and shall renew automatically unless the GROUP submits written notification to the TOWN, or if it is determined by the TOWN that the GROUP is not meeting the terms of this agreement. If in its sole judgment the TOWN determines the GROUP is not meeting the terms and conditions of the agreement, the TOWN may terminate the agreement and remove the signs upon thirty (30) days notice.
6. GROUP shall pick up litter a minimum of once per quarter/ four times per year, up to a maximum of twelve times per year. Pick up days must be arranged with the TOWN at least seven (7) days in advance of the desired date.
 - a. On its assigned pick up day, GROUP shall first go to the Town of Frederick Public Works facility at 5969 Tipple Pkwy (WCR 16), or arrange for Public Works staff to meet at the adopted location, where all GROUP members will receive a training orientation, trash collection materials, and personal protective equipment, including reflective vests and work gloves.
 - i. All participants shall wear safety vests and gloves (either those provided by the TOWN or provided by the individual participants) when working within TOWN rights-of-way during the cleanup activity.
 - ii. GROUP shall be responsible for placing litter in the trash bags provided by the TOWN.
 - b. After the pick up activity has taken place, the Public Works Department shall retrieve all personal protective equipment, trash collection materials, and garbage/debris from the adopted site. GROUP shall leave all materials at the site and shall not be responsible for transporting trash or any Town-owned items to either the garbage disposal site or the Public Works facility.
 - i. GROUP shall not subcontract or assign its responsibilities to any other entity.

- ii. GROUP shall select an authorized representative to act on behalf of the GROUP in its relationship with the TOWN.
 - iii. Participants shall neither possess nor consume alcoholic beverages while performing cleanup activities at the adopted site.
 - iv. GROUP should maintain a first-aid kit and adequate drinking water while on the adopted site.
7. GROUP acknowledges that the TOWN is generally prohibited by law from expending funds, directly or indirectly, for the purpose of influencing the outcome of any election. GROUP agrees that the TOWN, at its sole discretion, may take any and all necessary remedial actions, including, but not limited to, the removal of signs displaying the GROUP's name, to avoid conflict with such laws.
8. GROUP acknowledges that the TOWN will remove a sign which is damaged due to vandalism, but will not replace the sign under the agreement unless the GROUP remits to the TOWN the cost of a replacement sign, unless waived by the TOWN.
9. This agreement may be modified at the sole discretion of the TOWN. TOWN reserves the right to terminate or revise the Adopt-a-Place Program at any time and for any reason at the sole discretion of the TOWN.
10. TOWN and GROUP recognize and agree that the GROUP shall act as an independent contractor and its members shall act as volunteers only.

Town Obligations

1. Work with the GROUP to determine the specific site of Town-owned property to be adopted.
2. Erect a sign or signs at the adopted location with the GROUP's name or acronym (not to exceed two lines of 24 characters, including spaces) displayed if the GROUP provides proof of its 501 (c) (3) status. If the GROUP is not classified as a 501 (c) (3) organization, the GROUP will be required to make payment to the TOWN for the cost of the signs before signs are ordered.
3. Provide a short (approximately 15 minutes) safety orientation prior to the commencement of the cleanup activities.
4. Provide trash bags and Town-owned protective equipment.
5. Remove filled trash bags after cleanup activities have concluded.
6. Remove litter from the adopted site only under unusual circumstances, i.e. large, heavy, or hazardous items or if GROUP has not fulfilled its responsibilities.

Safety Precautions

1. Participants should not touch or attempt to remove materials suspected of being toxic or hazardous. Items to avoid include but are not limited to: powders, chemicals, strong-smelling substances, suspicious packages, chemical containers of any kind, weapons, syringes/hypodermic needles, dead animals, or broken glass. If any participant should find weapons or substances that may be toxic during the pickup, GROUP should immediately notify the Town of Frederick Public Works Department (720-382-5800) or the Frederick Police Department (720-382-5700) of their location.
2. GROUP should not compact trash bags as injuries may occur from sharp or jagged objects.
3. Participants should wear Town-furnished safety vests whenever working on rights-of-way, and always wear some type of glove when picking up litter.
4. Participants should wear long pants and substantial leather shoes or boots when possible, with strong ankle support. Participants should watch their footing and stay off steep slopes and drainage facilities. Light-colored clothing, long-sleeves, insect repellant, and sunscreen are recommended.

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5. Participants should not run or throw objects during cleanup activities.
6. Participants should avoid over-exertion and be sure to drink plenty of water.
7. Participants should be alert in areas where snakes or stinging insects may be located.

Name of adopting Group (as desired to appear on sign if approved, not to exceed two lines of 24 characters each, spaces included,):

Site you are interested in adopting: _____

Commencement date of proposed adoption (month and year): _____

Name of Authorized Representative (please print): _____

On behalf of my Group, I hereby agree to the terms and conditions stated in this agreement and accept the responsibility of organizing community beautification activities as described

Signature of Authorized GROUP Representative

Title or Position within GROUP

Today's Date

Phone Number: _____ **Email Address:** _____

Entity Mailing Address: _____
(Street Address) (City, State, Zip Code)

When completed, mail this form to:
*Town of Frederick
Megan Barber
P.O. Box 435
Frederick, CO 80530*

For Town of Frederick use only

The Town recognizes the GROUP described above as the adopting organization for:

(Description of Town-owned Property)

The adoption period will begin: _____, _____
(Month) (Year)